

17 November 1972

MEMORANDUM FOR: Director of Training

SUBJECT: Weekly Activities Report No. 46
13 - 17 November 1972

1. The next Foreign Affairs Executive Seminar (FAES), 8 January, has two nominees from the DDI and the DDS.

2. At the CSC Productivity Management Workshop, the DDS team will consist of [REDACTED]

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[REDACTED] The request for Francis [REDACTED] OF, was withdrawn due to cover considerations. Also [REDACTED] enrolled in this Workshop is [REDACTED] O/PPB. DDS/STO plans to contact [REDACTED] to see if he wishes to participate as a team member.

3. Copies of the Interagency Training Catalog of Courses, 1972-1973, published by the Civil Service Commission, have been distributed to all Agency Training Officers and OTR School and Staff Chiefs. It describes training programs offered by various Federal agencies, primarily the Civil Service Commission.

4. The distribution of the OTR Catalog should be completed by 20 November.

5. The OTR Schedule of Courses January - June 1973 is at Printing Services Division. Distribution will be made early next week.

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EXEMPT FROM GENERAL DECLASSIFICATION	
SCHEDULE OF E.O. 13526, EXEMPTION CATEGORY:	
§ 5D(1), (2), (3) or (4) (check one or more)	
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6. [REDACTED] OER, was sponsored for a year's graduate study in Economics in 1970-71 at a cost of \$6,900. He signed a Continued Service Agreement to serve for 36 months and has served thirteen. He is now resigning and transferring to the Army. OER is transferring his remaining obligation to serve the Government along with him. This was also done two years ago in the case of a transfer to the Office of Economic Opportunity.

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7. [REDACTED] NE, will take part-time training in Urdu at a commercial school. Attempts to arrange a tutorial at the Foreign Service Institute were unsuccessful, so the student will be briefed by the Central Cover Staff prior to visiting several selected schools in the area. After reading the comprehensive reports on local language schools compiled by LS/TR, the student felt well prepared for his visits to [REDACTED] the International Language Institute. The \$2,000 training will begin within a week and continue through April 1973.

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[REDACTED]

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9. Administrative briefings were given to:

[REDACTED] Deputy Director of Logistics, and [REDACTED] Deputy Director of DCS, who will attend the Brookings Institution's Conference on Business in Contemporary Society. The one-week conference begins 3 December and involves travel to Houston and New Orleans. Cost for each student: \$824.

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[REDACTED]

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10. Lloyd Swift, Associate Dean of FSI's Language School, called Chief, AIR on 16 November with news of a training opportunity in Mongolian. This would be at the University of Leeds in England, beginning 4 January 1973 (tentative depending on interest) and continuing until July, with a two-week break in the spring. Exact cost has not been determined but Mr. Swift is sure it will approximate a comparable language course at FSI Headquarters, e.g., about \$2,900. Added to this, of course, would be travel costs. An attendant factor to this proposal is the fact that there are some Mongolians presently studying English at Leeds, so presumably State's student(s) could interact with this group. We are informing LS/TR, DDP/TRO, and FE.

11. The transfer from the Operations School of the guest speaker coordination and handling functions for all speakers in [REDACTED] conducted courses has now been completed. This further consolidates all OTR guest speaker coordination activities in one office in OTR. Still separate from the OTR Guest Speaker Coordinator is the coordination of Agency officials invited to speak at the Defense Intelligence School and the Foreign Affairs Executive Seminar.

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[REDACTED]
Chief
Instructional Support Staff